

*Natick Public Schools
SCHOOL COMMITTEE MINUTES
June 1, 2015*

The School Committee held a meeting on Monday, June 1, 2015 at 7:00 p.m. in the School Committee Room, 3rd Floor, Town Hall. Chair Mistrot called the meeting to order at 7:00 p.m.

Members Present: Tom Campbell, Dirk Coburn, Paul Laurent, Amy Mistrot, Lisa Tabenkin

Anne Blanchard arrived at 7:25 p.m.

Dirk Coburn left the meeting at 7:15 p.m.

Members Absent: Firkins Reed

Others present:	Peter Sanchioni	Superintendent of Schools
	Anna Nolin	Assistant Superintendent
	Timothy Luff	Director of Student Services
	Liam Hurley	Director of Finance
	Kaitlin Mattison	Teacher Representative
	Sharon Reilly	Recording Secretary
	Sammy Ferrara	Student Representative

Executive Session

At 7:00 p.m., Chair Mistrot indicated the need to enter into Executive Session to discuss strategy in preparation for negotiations with nonunion personnel in accordance with the provisions of Chapter 30A, Section 21(a) of the Massachusetts General Laws. Mr. Coburn moved for the approval for the School Committee to enter into Executive Session for this purpose. Mr. Campbell seconded. By roll call vote of those present it was unanimously approved.

At 7:17 p.m. the School Committee returned to open session.

Approval of Non-Rep Salary Schedule

Ms. Marianne Davis reviewed the non-represented personnel salary schedule which provides a 2% increase to all ranges and steps, effective July 1, 2015 or on the date specified. All increases are included in the FY'16 budget. She provided information on additions, deletions and exceptions to the schedule. Major changes included two new positions in the IT Department:

- Deployment Specialist – a current technician will be moved into this position and no replacement will be hired for the technician.

- Data Manager of Administrative System. The current Data Analyst position will be eliminated and the incumbent will be moved into this position.

Other housekeeping items and updates were outlined in the memorandum which was previously reviewed and discussed this evening in Executive Session. See attached. Mr. Laurent moved to approve the Non-Rep Personnel Salary Schedule as outlined. Mr. Campbell seconded. It was approved by the four members present: Tom Campbell, Paul Laurent, Amy Mistrot, Lisa Tabenkin.

Approval of Out of Country Travel - NHS to Costa Rica

Ms. Jill Conroy, Natick High School Teacher, came before the School Committee to request approval of out of country travel for students to travel to Costa Rica on February 12, 2016 to February 21, 2016 where they will explore different ecosystems and learn about the culture in a foreign country as well as explore the conservation efforts throughout the country. They will be using a different vendor, World Strides International Discovery Programs, as the tour guides. The safety record of this vendor has been checked out and the policy for chaperones will be adhered to. Mr. Laurent moved to approve this trip. Ms. Blanchard seconded. It was unanimously approved.

PE/Health Department Recognition - Robert Anniballi

Dr. Sanchioni recognized Mr. Robert Anniballi, Department Head of Physical Education, Health & Wellness for the many initiatives that have been implemented in the district which has led to the district being recognized as a District of Distinction by District Administration magazine. A plaque was presented to Mr. Anniballi for all his efforts. School Committee members congratulated Mr. Anniballi.

Public Speak

No one came forward for Public Speak.

2015-2016 Projected Enrollments

Dr. Sanchioni reviewed the projected enrollments for 2015-2016. He is keeping a careful eye on Ben-Hem kindergarten and Johnson Grade 3 that currently have class sizes of 26 students. Any new registrations for kindergarten at Ben-Hem will be districted to Brown. He expects that Johnson's numbers will fluctuate. He recognizes the pressure points and will work with all elementary schools to ensure reasonable class sizes by offering voluntary movement and increased KEIPs. Katie Joyce parent of twin daughters going to Kindergarten at Ben-Hem next year raised a concern that classes of 25 are still very high and it is difficult for teachers given the new standards and needs and abilities of all the children. Mr. Downing spoke about the KEIP tutors who are all certified teachers and the fact that Natick has a highly effective diagnostic model – the finest program for support of kindergartners.

Julie McDonough, Brown parent, asked if the district is looking at a longer term plan at redistricting rather than doing it piecemeal. Dr. Sanchioni explained that redistricting neighborhoods or sections would not solve the problem as there are only certain classes that are impacted.

Alise Gorseth has three 5-year olds entering Ben-Hem Kindergarten next year and inquired into what data is used to for population projections. Dr. Sanchioni answered that birth cohorts are used, projections from NESDEC (New England Schools Deveopment Council) and looking at all the developments in Natick.

Update on Modular Classrooms at Brown School

Dr. Sanchioni provided the School Committee with information on the layout of the modular classrooms being installed at Brown School. Installation work will begin this summer. Grade 4 students will occupy these modulars. Logistical work for traffic design, walkways, handicap accessibility, etc. is being reviewed.

1:1 Laptop Sustainability Update

Dr. Sanchioni and Dr. Nolin updated the School Committee on the 1:1 volunteer laptop purchase plan. Letters were sent to the parents of all students who will be entering the high school next year which explains the options for the voluntary purchase plan for purchasing either a new MacBook Air or an Acer Chromebook for their students. This new program is a voluntary program that allows families ownership of their devices and could be the basis for a sustainable model that would keep our NHS students competitive with the requirements for technology use both during and after high school. For those who don't want to purchase at this time, a school issued laptop would be provided during the school year. Dr. Sanchioni reviewed the gradual implementation plan as follows:

School Year 2015-16	Voluntary
School Year 2016-17	*Incoming Grade 9 Purchases/Voluntary Grade 10-12
School Year 2017-18	Incoming Grade 9 Purchases/Voluntary Grade 11-12
School Year 2018-19	Incoming Grade 9 Purchases/Voluntary Grade 12
School Year 2019-20	Incoming 9 th Purchases

*Could be adjusted depending on voluntary purchase.

A parent forum will be held on June 10th which will go over all of the options in detail. Dr. Nolin explained the differences between the MacBook Air and the Chromebook. The Chromebook will be able to do almost everything except the heavier multimedia programs. The district is moving away from software orientation to a cloud orientation which allows these device options to be offered.

A discussion continued.

Comments/concerns raised:

- Why not offer the same lower cost device to all students?
- Why not ask the town to support the devices in the budget.
- What if families cannot afford either device – which device do we provide them if they need financial assistance? Dr. Nolin stated that the financial assistance program will still be in play and the device selected for the student would depend on the student's courses.
- Teacher impact – teachers have devoted lots of time to Mac products. Concerns have been raised by teachers on implementation and will there be professional development support?

Dr. Sanchioni stated that more discussion will take place on this plan once we see what the responses are for the purchase options.

Approval of School Committee Resolution for Rosemary Vickery

Mr. Campbell provided the following resolution for retiring Principal, Ms. Rosemary Vickery for the School Committee' approval:

RESOLUTION HONORING
ROSEMARY MILLS VICKERY

ADOPTED BY THE NATICK SCHOOL COMMITTEE ON June 1, 2015

WHEREAS, Rosemary Mills Vickery retires as the Principal of the John F. Kennedy Middle School in June, 2015; and

WHEREAS, she served as the Principal of the Kennedy Middle School with great distinction from 2006 through 2015; and

WHEREAS, throughout her career, her generous concern for the well-being of the students, faculty and staff of the Kennedy Middle School reflected her diligence, caring and respect for her students and colleagues; and

WHEREAS, her wisdom and passion for education have motivated countless students and educators to achieve their best; and

WHEREAS, she was a leading administrator who had extensive contact with parents and members of the public, and brought great credit to the Natick Public Schools; and

WHEREAS, her rare combination of experience, skill and professional initiative fostered high levels of academic achievement for the students of Kennedy Middle School; and

WHEREAS, her personal warmth and kindness as a mentor, counselor and leader helped to make Kennedy Middle School a thriving community that is an asset to the Natick Public Schools and the Town,

NOW, THEREFORE, BE IT RESOLVED, that the Natick School Committee expresses its sincere appreciation and gratitude to Rosemary Mills Vickery for her service and leadership, and

FURTHER, BE IT RESOLVED, that the Natick School Committee extends to Rosemary Mills Vickery and her family its best wishes for many years of good health and happiness in her retirement, and

RESOLVED, FURTHER, that this resolution be presented to Rosemary Mills Vickery and that it be placed in the minutes of the Natick School Committee meeting of June 1, 2015.

Mr. Laurent moved to approve the above resolution for Ms. Rosemary Vickery. Ms. Blanchard seconded. It was unanimously approved.

Approval of Amendments to the TEC Agreement

An outline of three amendments to the current TEC Collaborative Agreement was provided to the School Committee for their approval. Mr. Laurent move to approve the amendments as outlined. Ms. Blanchard seconded. It was unanimously approved.

Review and Discussion of District Policies - Sections A,D, I, J

Chair Mistrot asked if anyone had any issues with the draft district policies which will be put on the next agenda for the Committee's approval. This item will be back on the agenda for the meeting of June 15, 2015 for a vote.

Student Concerns

Ms. Sammy Ferrara has no concerns to bring forward at this time, however, she reported that there will be a meeting for new members of the Student Council this Friday.

FY'15 Budget Update

Mr. Hurley provided the School Committee with a YTD report of the FY'15 budget as of May 27, 2015. He projected that we will spend the entire FY'15 budget in the amount of \$51,494,817 and end the year "on budget". He provided a "snapshot" spreadsheet where we currently stand with our operating budget which included encumbrances broken out by the Department of Elementary and Secondary Education's account structure. Mr. Hurley provided the following information for areas that showed a deficit:

a) **Legal Services:**

The cost of the legal services due to a variety of reasons including personnel matters and Special Education matters have resulted in this large negative variance. Legal services have been increased in the FY16 budget. This negative variance will be covered by savings in the Special Education Tuition accounts.

b) **Textbooks and Instructional Materials and Services**

The negative variance is primarily due to cost of the online TECCA courses. This negative variance will be covered by savings in our Special Education Tuition accounts.

c) **Transportation**

The negative balance is primarily attributable to the transportation of McKinney Vento homeless students. Approximately \$120,000 of these costs will be re-classed to the McKinney Vento state reimbursement account. This reimbursement is not expected until late June, which is based off the FY14 expense reported on the End of Year Report. This negative variance will be reduced by the McKinney Vento state reimbursement account and by savings in our Special Education Tuition accounts.

d) **Payment to Other Districts**

The negative variance currently shown will actually change significantly by the year end and will result in a positive variance as the overall Special Education Tuitions are lower than budgeted. This has resulted from prudent management and the favorable impact of student placement transfers. Additionally the 4th quarter Circuit Breaker state reimbursement payment has not yet been received which will be applied to these accounts as well as re-classing additional tuition payments to the Circuit Breaker account. We hope to carry some Circuit Breaker funds into FY16 and are allowed to carry as much as 1 full year of Circuit Breaker payments. Circuit Breaker is a crucial funding source to help reduce the cost of high Special Education costs and is a critical last step in balancing the budget.

2014-2015 Enrollment Update

Copies of the enrollment report as of June 1 were provided to the School Committee.

Approval of School Committee Minutes - April 27, 2015, May 4, 2015, Executive Session Minutes - May 4, 2015, School Committee Retreat Minutes - May 11, 2015

Mr. Campbell moved to approve the School Committee minutes of April 27, 2015, May 4, 2015, Executive Session Minutes of May 4, 2015 and the School Committee Retreat Minutes of May 11, 2015. Mr. Laurent seconded. They were unanimously approved.

At 9:25 p.m., Mr. Campbell moved to adjourn. Ms. Blanchard seconded. It was unanimously approved.

Attest: _____

Peter Sanchioni, Ph.D.
Superintendent
Secretary to the School Committee

Sharon Reilly
Recording Secretary

Documents provided via NovusAgenda

- Request for Out of Country Travel - NHS to Costa Rica
- Request to approve amendments to the TEC Agreement
- Request to approve School Committee Resolution for Rosemary Vickery
- School Committee Minutes - April 27, 2015
- School Committee Minutes - May 4, 2015
- Executive Session Minutes - May 4, 2015
- School Committee Retreat Minutes - May 11, 2015
- District Policies
- Article from District Administration Magazine RE: Award for Districts Fitness Plan
- FY'15 Budget Update
- 2015-2016 Projected Enrollments
- Information on Modular Classrooms at Brown School
- 2014-2015 Enrollment Update

Natick Public Schools

13 East Central Street
Natick, Massachusetts 01760
FAX (508) 647-6506

Building the Future, One Child at a Time



Peter J. Sanchioni, Ph.D
Superintendent
(508) 647-6500

Marianne E. Davis
Director of Human Resources
(508) 647-6495

MEMORANDUM

To: Dr. Sanchioni
From: Marianne Davis
Date: May 27, 2015
Re: Non-Represented Personnel Salary Schedule

The attached schedule provides a 2% increase to all ranges and steps, effective on July 1, 2015, or on the date specified. All increases are included in the FY16 budget. Additions, deletions and exceptions are as follows:

1. New Position in IT Department: **Deployment Specialist**. A current Technician will be moved into this position. Salary range will be the same as the range for Network Engineer. No replacement for Technician will be hired. This need was originally identified and requested within the FY16 budget process as an additional FTE. As previously presented to School Committee, this is an essential role that will put us in a proactive rather than reactive position regarding how deploy software and test devices. Currently this responsibility is shared among all 6 technicians and is no one's primary focus. With over 6,000 devices to support, we need a lead person to take charge of this responsibility as it is the number one pain point we have identified since implementing our 1 to 1 initiative. We are recommending promoting a senior level technician to this role even this means having fewer technicians. This change should reduce the number of software related issues reported to help desk and also allow us react more quickly when software fixes and updates need to be deployed. (See job description attached)
2. New Position in IT Department: **Data Manager of Administrative Systems**. The current Data Analyst position will be eliminated and the incumbent will be moved into this position. Salary range will be the same as the eliminated Data Analyst range. This position was created as part of department reorganization to address the increasing needs of all administrative systems, provide backup support to our Help Desk Manager, conduct regular audits and quality assurance functions of the department (ie: user accounts, and inventory management) in addition to leading initiatives to create department operational documentation and assist with on-going website design. This change should reduce the number of reported account issues, further improve inventory controls and identify more cross training opportunities within the department. (See job description attached)
3. Change "Data Manager" to "Data Manager of Curriculum and Assessment Systems".
4. **ASAP Assistant Director**: Add five days to the Assistant Director's work year and increase salary accordingly. Necessary due to demands of the job. Funding from ASAP revolving account.
5. **Wall of Achievement Coordinator**: Amend to provide two Coordinator positions, each paid the stipend of \$1,265. There is currently only one, paid \$1,916. The volume of work required to successfully administer this program requires two people.

6. **High School Principal:** Amend to increase the *minimum* salary of the range to be \$130,000. The minimum salary is currently \$122,188 which is not appropriate given the responsibilities of this position.
7. New Position: **High School Dean of Instruction, Data and Student Initiatives.** See job description attached. Establish a salary range of \$116,000 - \$126,000.
8. New Pay Rate for **NHS After School Library Coverage** in the NHS library: \$23.1009/hr. The library remains open after school. Current library staff work day is 6 hrs, 17 minutes. If their work day was extended, the district would have to pay time and one half, so a new position must be established to cover these additional hours.
9. Delete High School Student Affairs Supervisor and Detention Supervisor. Add new position of **NHS Student Supervisor** to be paid at the same rate as the current Detention Supervisor. This pay rate will now cover detention and lunchroom supervision.
10. New Position: **Preschool Caregiver** at the NHS Preschool. This position is responsible for preschool aged children for 2 hours hours, between when their working parents drop them off early in the morning, and when the preschool program begins. \$15.60/hr.
11. Delete **Reentry Coordinator.** This high school position has been eliminated and replaced with a social worker covered by the Unit A contract.
12. Delete **Strength and Conditioning Coach.** This function has been taken over by the Fitness Center Supervisor.
13. Delete **Transition Coordinator.** This position has become a licensed educator in the Unit A bargaining unit.
14. Change **METCO Director** work year to 200 days and establish a range of \$73,000 - \$83,000. The responsibilities of the position have been increased to improve services and supports to METCO students. See attached job description.
15. Add a full year Project Coordinator (we currently only have a SY Coordinator) (Skills for Success - Funded through the Metrowest Health Foundation.)
16. Kindergarten Early Intervention Program tutors (KEIP'S) with a start date after 8/29/15 will be paid at the FEIP rate. These positions were grant funded until this year and paid the same hourly rate as long term teacher substitutes. First Grade Early Intervention Program tutors have always been district funded and paid closer to a para hourly rate. Over time, the responsibilities of both positions have become the same, yet the pay is significantly different. In an effort to correct this inequity without significantly cutting the pay of current KEIP employees, I propose grandfathering current KEIP's and bringing new KEIPS in at the FEIP hourly rate.
17. Change Director of Fiscal and Management Services to **Director of Finance.** With the retirement of Bill Hurley last year, the job description and title were updated.

18. Occupational Therapist, Physical Therapist - They are not part of the EAN bargaining unit, but are paid according to the EAN salary schedule, so the effective date of the new pay rate must be changed to 8/1/15 to be consistent with EAN contract effective date.

19. Delete **Work Study Supervisor**. This work is now done by a high school guidance counselor.

20. Delete **Job Coach**. This position was eliminated a year ago and there are no plans to fill it in the future.

21. Change Lunchroom Monitor to **Cafeteria Monitor** since monitors are now hired to cover breakfast and lunch.

22. Delete **Transportation Manager** since there are no plans to fill this position.

23. No increase to Instrumental Music Instructor rate since no increase is planned for lesson fees.

24. Clean up paraprofessional substitute section as follows:

Change "Student Support Facilitator & Media Assistant" to "Paraprofessional"

Change Building Support Facilitator to "Building Support Paraprofessional"

Change "Long term Student Support Facilitator" to "Long Term Paraprofessional"

Delete "Long Term Media Assistant" as they will be paid the same as a Long Term Paraprofessional

Change "SSF sub in Preschool, Access, Northstar" to "Paraprofessional sub in Preschool, Access, Northstar"